

AGENDA

COMMITTEE ON FINANCE

**November 16, 2004
Mayor and All Aldermen**

**Upon Recess of BMA
Aldermanic Chambers
City Hall (3rd Floor)**

1. Mayor Baines calls the meeting to order.
2. The Clerk calls the roll.
3. Resolutions: **(A motion is in order to read by titles only.)**

“Amending the FY2005 Community Improvement Program, authorizing and appropriating funds in the amount of Sixty Seven Thousand Four Hundred Sixty Seven Dollars and Fifty Cents (\$67,467.50) for FY2005 CIP 411505 Emergency Management Preparedness Grants Project.”

“Amending the FY2003, 2004 and 2005 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Eight Thousand Three Hundred Twenty Dollars (\$8,320) for the 2005 CIP 511005 Annual Park Maintenance Program.”

“Amending the FY2005 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Six Hundred Fifty Thousand Dollars (\$650,000) for the 2005 CIP 711705 WWTF Facility Plan Project.”

A motion is in order that the Resolutions ought to pass and be Enrolled.

4. CIP Budget Authorizations:

810603	Building Maintenance Division Install Fire Alarm System – Revision #1 – Closeout
510904	Pavilion Installation at Veterans Park – Revision #2-Closeout
411505	Emergency Management Preparedness Grants

511005	Annual Park Maintenance Program – Revision #1
711505	WWTF Incinerator Retrofit – Revision #1 – Closeout
711705	WWTF Facility Plan

A motion is in order that the CIP budget authorizations be approved, subject to final adoption of related resolutions.

5. If there is no further business, a motion is in order to adjourn.

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Amending the FY 2005 Community Improvement Program, authorizing and appropriating funds in the amount of Sixty Seven Thousand Four Hundred Sixty Seven Dollars and Fifty Cents (\$67,467.50) for FY2005 CIP 411505 Emergency Management Preparedness Grants Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2005 CIP as contained in the 2005 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$67,467.50 from the State Department of Safety for various Emergency Management Projects and the purchase of an Interoperability Communication Vehicle;

NOW, THEREFORE, be it resolved that the 2005 CIP be amended as follows:

By adding:

FY2005 411505 – Emergency Management Preparedness Grants Project - \$67,467.50 State

Resolved, that this Resolution shall take effect upon its passage.

3

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Amending the FY2003, 2004 and 2005 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Eight Thousand Three Hundred Twenty Dollars (\$8,320) for the 2005 CIP 511005 Annual Park Maintenance Program."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2003, 2004 and 2005 CIP as contained in the 2003, 2004 and 2005 CIP budget; and

WHEREAS, Table 3 contains all sources of Cash funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to secure funding for the paving of the parking area at Brown Mitchell Park; and

WHEREAS, funds from completed CIP projects in the amount of \$8,320 are available; and

NOW, THEREFORE, be it resolved that the 2003, 2004 and 2005 CIP be amended as follows:

By increasing:

FY2005 CIP 511005 – Annual Park Maintenance Program - \$8,320 Cash
(from \$75,000 Cash to \$83,320 Cash)

By decreasing:

FY2003 CIP 810603 – Install Fire Alarm System - \$5,770 Cash
FY2004 CIP 510904 – Pavilion Installation At Veterans Park – \$2,550 Cash

Resolved, that this Resolution shall take effect upon its passage.

3

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Amending the FY2005 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Six Hundred Fifty Thousand Dollars (\$650,000) for the 2005 CIP 711705 WWTF Facility Plan Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2005 CIP as contained in the 2005 CIP budget; and

WHEREAS, Table 5 contains all sources of Enterprises, Fees and Other Sources of funds to be used in the execution of projects; and

WHEREAS, funds originally allocated for repairs to the WWTF Incinerator have been determined to be not required; and

WHEREAS, the Board of Mayor and Aldermen desires to provide funding for the initiation of the WWTF Facility Plan; and

NOW, THEREFORE, be it resolved that the 2005 CIP be amended as follows:

By adding:

FY2005 CIP 711705 – WWTF Facility Plan Project - \$650,000 Enterprise

By decreasing:

FY2005 CIP 711505 – WWTF Incinerator Retrofit - \$650,000 Enterprise
(from \$650,000 Enterprise to \$0)

Resolved, that this Resolution shall take effect upon its passage.

3

CIP BUDGET AUTHORIZATION

CIP #: 810603

Project Year: 2003

CIP Resolution: 6/4/2002

Title: Building Maintenance Division Install Fire Alarm System

Amending Resolution: 11/16/2004

Administering Department: Building Maintenance Division

Revision: #1 - Closeout

Project Description

Correct absence of any fire alarm devices to protect employees, building asset, original blueprints, plans, keys, and records of City buildings as well as 6 division vehicles, tools, and inventory needed for repairs to City buildings.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1	Bidding	09/01/02
2	Construction Begins	10/01/02
3	Construction Ends	12/30/02
4		
5		

Expected Completion Date:

11/16/2004

Line Item Budget

	CASH			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$19,230.00	\$0.00	\$0.00	\$19,230.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$19,230.00	\$0.00	\$0.00	\$19,230.00

Revisions

Revision #1 - transfers \$5,770 to 511005 and closes out this project.

COMMENTS

4

CIP BUDGET AUTHORIZATION

CIP #: Project Year CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description:

Federal Grants

Federal Grant:
 Grant Executed:

Environmental

Review Required:
 Completed:

Critical Events

1	Tent Removal	September 03
2	Tent Installation	April 04
3	Completion	11/16/04
4		
5		

Expected Completion Date:

Line Item Budget

	CASH			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$1,200.00	\$0.00	\$0.00	\$1,200.00
TOTAL	\$1,200.00	\$0.00	\$0.00	\$1,200.00

Revisions

Revision #1 - transfers \$2,550 to project 511005 and closes out this project.

COMMENTS

4

CIP BUDGET AUTHORIZATION

CIP #: **411505** Project Year: **2005** CIP Resolution: **6/1/2004**
 Title: **Emergency Management Preparedness Grants** Amending Resolution:
 Administering Department: **Fire Department** Revision:

Project Description: Funds to be used for various Emergency Management Projects as well as to purchase an Interoperability Communication Vehicle.

Federal Grants Federal Grant: **No** **Environmental** Review Required: **No**
 Grant Executed: Completed:

Critical Events

1	Project Initiation	11/10/04
2	Project Completion	06/30/05
3		
4		
5		

Expected Completion Date: **6/30/2005**

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$55,000.00	\$0.00	\$0.00	\$55,000.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$12,467.50	\$0.00	\$0.00	\$12,467.50
TOTAL	\$67,467.50	\$0.00	\$0.00	\$67,467.50

Revisions

COMMENTS

Funds received from New Hampshire Department of Safety will be used for various Emergency Management Preparedness Grants such as an Emergency Operations Center, Interoperability Project and Decontamination Annex to the City of Manchester Emergency Plan. Required matching funds will be in the form of Inkind Services and cash from the Health Department.

CIP BUDGET AUTHORIZATION

CIP #: 511005

Project Year: 2005

CIP Resolution: 6/1/2004

Title: Annual Park Maintenance Program

Amending Resolution: 11/16/2004

Administering Department: Parks, Recreation & Cemetery

Revision: #1

Project Description

Funding to allow the Parks Department to adequately maintain facilities and improve public safety in City Parks. This will involve multiple projects as needed throughout the year.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1	Project Bids (As Needed)	7/1/04 - 6/30/05
2	Construction (As Needed)	7/1/04 - 6/30/05
3		
4		
5		

Expected Completion Date:

6/30/2005

Line Item Budget

	CASH			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$83,320.00	\$0.00	\$0.00	\$83,320.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$83,320.00	\$0.00	\$0.00	\$83,320.00

Revisions

Revision #1 - increases budget by \$8,320 - \$5,770 from project 810603 and \$2,550 from project 510904

COMMENTS

Funds received in the amount of \$5,770 from 810603 and \$2,500 from 510904 to be used for paving of the Brown Mitchell parking area.

4

CIP BUDGET AUTHORIZATION

CIP #: 711505

Project Year: 2005

CIP Resolution: 6/1/2004

Title: WWTF Incinerator Retrofit

Amending Resolution: 11/16/2004

Administering Department: Highway - EPD

Revision: #1-Closeout

Project Description

Funding to redesign and reconstruct the windbox of sludge incinerator to increase efficiency and equipment life.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1	Program Initiation	07/21/04
2	Program Completion	11/16/04
3		
4		
5		

Expected Completion Date:

11/16/2004

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00

Revisions

Revision #1 - transfers \$650,000 to 711705 WWTF Facility Plan and closes out this project.

COMMENTS

4

CIP BUDGET AUTHORIZATION

CIP #: 711705

Project Year: 2005

CIP Resolution: 6/1/2004

Title: WWTF Facility Plan

Amending Resolution: 11/16/2004

Administering Department: Highway - EPD

Revision:

Project Description

For the upgrading of the plant including an analysis of any major modifications that may be required.

Federal Grants

Federal Grant:

No

Environmental

Review Required:

No

Grant Executed:

Completed:

Critical Events

1	Program Initiation	11/16/04
2	Program Completion	06/30/05
3		
4		
5		

Expected Completion Date:

6/30/2005

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$650,000.00	\$0.00	\$0.00	\$650,000.00
TOTAL	\$650,000.00	\$0.00	\$0.00	\$650,000.00

Revisions

COMMENTS

Funds transferred from 711505.

4